

TMN-COT BOARD MEETING
Wednesday, January 3, 2024, 9:01 a.m. – 10:59 a.m. (HYBRID)
at Texas AgriLIFE Extension Service, Angleton TX

9:01 a.m. Call to Order

Kathy Pittman

- Welcome to everyone in attendance or participating online. Kathy also welcomed Marlon Nation aboard as our 2023 Class Representative.

Elected Members of Board	Present	Appointed Members of Board/Committees	Present
Kathy Pittman (President)	✓	Mickey Dufilho (Immediate Past President)	✓
Jimmy Salinas (Vice-President/Programs)	✓	John Boettiger (Membership Dir.)	N
Kathy Purvis (Secretary)	✓	Kate Harris (Mentor Program)	✓
Don Sabathier (Treasurer)	✓	Melanie Hollenshead (New Class Dir.)	✓
		Larry Peterson (Communications Dir.)	V
Chapter Advisor(s)		Ruby Lewis (Outreach Dir.)	✓
John O'Connell (AgriLIFE Extension)	✓	Kristine Rivers (Advanced Training Dir.)	✓
Jordan Kieffer (TPWD: Sea Center Texas)	V	Oron Atkins (Volunteer Service Dir.)	N
Guests/Other		Connie Stolte (State Rep.)	N
Luanne Salinas	✓	Rose Wagner (Chapter Host)	V
		Marlon Nation (2023 Class Rep.)	V
		Quorum	Yes

(see Attendance Record attached as Item 1)

- Agenda additions or corrections - J. Salinas requested to add discussion about a former intern, Victor Wade.
- Approve Previous Board Minutes - The draft copy of the minutes of the December 6, 2023, Board meeting was sent via e-mail to Board members for review. Changes/corrections were made as requested, and the final draft of the minutes was distributed via e-mail to Board members for review. No additional changes were requested.
- Minutes Approval —**

Motion	Motion to Approve	Motion Seconded	Vote
Approve the December Board minutes	M. Dufilho	J. Salinas	Minutes approved by unanimous vote of attending Board members.

Potential Volunteer Opportunity

Kathy Pittman

K. Pittman reported Ann Cheek, PhD. from UH had sent an e-mail in connection with a potential partnership with our Chapter for volunteers to participate in an urban wildlife survey. J. O'Connell forwarded that e-mail to her. The program involves camera surveillance at four (4) sites in Brazoria County. Kathy stated she would contact Dr. Cheek for further information and would invite her to attend the upcoming Chapter meeting.

President's Report

Kathy Pittman

- K. Pittman reported the proposed budget for this year needed to be finalized. She thanked Melanie and Don for their efforts and help with it. There was also mention of membership dues, but she noted they cannot be raised without prior notice. There being no further changes, M. Hollenshead made a motion to vote for its approval. K. Purvis seconded the motion, and the budget was approved by unanimous vote.
- December President's Meeting - Kathy did not attend nor listen to the meeting last month. She reported she set up an account with the AgriLife merchandise site and will provide information about the account to those who need it.

Training

Melanie Hollenshead

M. Hollenshead reported nine (9) individuals had enrolled for the upcoming intern training program and four (4) interns were returning to complete their training. She will hold an orientation on January 20 for the interns. Melanie also addressed the training schedule and team needs, and noted she had little response to an e-mail request for volunteers to assist. K. Pittman mentioned there is now an e-reader version of the textbook available.

Melanie also raised discussion about first aid and guidelines for injuries, and suggested an incident log could be implemented to document any occurrences. K. Pittman will check with Mary Pearl at State about this. R. Lewis stated she would send Melanie the form she had.

AT Director

Kristine Rivers

K. Rivers reported she had six (6) volunteers on board for the Spring AT Day 2024 planning team and will hold a meeting on Monday or Tuesday via Zoom. Consideration is being given to holding the event at the end of February or into March, possible at the Angleton First Presbyterian Church. The theme will be "insects". Patty Brinkmeyer will present "I Love Bugs". There may also be presentations on testing monarchs for OE and night mothing by Susan Conaty and Amanda Gabehart.

Kristine also reported three (3) applications were submitted for the 2024 ECO Fund grant. K. Purvis and M. Dufilho will serve on the committee with her to review the applications and select the project for the grant award. She also mentioned fundraising and noted other chapters have done this. K. Pittman suggested we could go out and speak to groups. She also mentioned we could promote corporate gift matching.

Past President

Mickey Dufilho

M. Dufilho gave a brief update on the training for the Bat Survey. Webinar training will be provided January 23 from 11:00 a.m. - 1:00 p.m. for participants.

Vice-President/Programs

Jimmy Salinas

- Buddy Ortego, a wetland biologist and owner of Coastal Resources Biologist, LLC, will speak at the upcoming Chapter meeting on coastal wetlands delineation. Mr. Ortego has not provided information about his presentation but will be requested to bring a thumb drive.
- J. Salinas was impressed with Barbara Whaley's article in the January newsletter. He will ask her to speak at the February meeting and may ask Ron Weeks to speak at the March meeting.

**Treasurer****Don Sabathier**

December 2023*

BEGINNING BALANCE	\$10,051.32
Revenue Summary	649.27
Expense Summary	<u>0.00</u>
ENDING BALANCE	\$10,700.59

* Refer to **Attachment 1** for the full Income Statement.**Membership****John Boettiger (absent)**

K. Pittman gave the report in J. Boettiger's absence:

Initial Certifications**Recertifications****Milestones**

Patty Brinkmeyer
 Christina Hartman
 Mary Holler
 Phil Huxford
 Ruby Lewis
 Connie Stolte

Christina Hartman (500)

VMS DATA

		December	Year to Date
Hours*	VT	608	14,259
	AT	<u>70</u>	<u>2,032</u>
	Total	678	16,291
Impact Data*	Adults	16	4,982
	Youth	<u>28</u>	<u>17,517</u>
	Total	44	22,499

* will not be considered final until mid-February 2024

Kathy noted the volunteer hours were higher than Covid, but less than pre-Covid. She mentioned the Brazoria National Wildlife Refuge open house recently had a total of 714 visitors, 482 of which were adults. She recalled there were visitors from six (6) different countries, including China, Japan, Australia and Canada, and more than 10 states.

J. Salinas raised discussion about Victor Wade, a member of the 2016 intern class who completed training and was certified. Mr. Wade left the area but has now returned and wishes to become part of the Chapter again. Discussion indicated he would need to pay his dues, contact D. Brandes about the VMS and attend the January orientation.

State Representative**Connie Stolte (absent)**

There was no report.

Volunteer Service

Oron Atkins (absent)

K. Pittman reviewed the report in O. Atkins' absence:

- Exploration Green Workday – every Wed., 9:00 a.m. - 12:00 p.m.; contact Christie Taylor.
- Trash Collection/Disposal Analysis Project – self-directed.
- Beach Sweep – January 8 (may be moved to the 11th), 8:00 a.m. - 10:00 a.m.; contact Jimmy or Luanne Salinas.
- Nurdle Beach Patrol – self-directed; contact Jace Turnell.
- Brazoria County Comprehensive Spider Survey – self-directed, contact Melanie Hollenshead.
- Adopt-a-Loop for TMN – self-directed, contact Debbie Nance.
- GCBO boardwalk replacement underway
- Granite fines edge guard to be removed, Dow Woods south trail - date TBA, contact Oron Atkins.
- Brazoria County Dunes Day - January 20, 9:00 a.m. - 12:00 p.m., contact Mike Mullenweg

Outreach

Ruby Lewis

- DEEP - January 16 and 18, 25, 30, February 1 and March 26 and 28, 8:00 a.m. - 2:30 p.m. ; help is needed for January 30 and February 1, contact Ed Barrios to volunteer.

Chapter Host

Rose Wagner

R. Wagner stated she will send out an e-mail to request volunteers for the Chapter meeting.

Communications

Larry Peterson

Analytics 2023

Website Sessions, PageViews, Users

Dec. Sessions 357 Pageviews 729 Users 189
Nov. Sessions 293 Pageviews 599 Users 150
Oct. Sessions 360 Pageviews 796 Users 180
Sept Sessions 312 Pageviews 666 Users 155
Aug. Sessions 344 Pageviews 742 Total Users 187
July Sessions 323 Pageviews 666 Total Users 159
June Sessions 435 Pageviews 1000 Total Users 213
May: Sessions 451, 1023 pageviews, 241 users
April: Sessions 444, 1229pages 234users
March: 634sns 1319pageviews 325users
FEB 569sns 1403pageviews 225users
JAN 659sns 1759pvs 260usrs

Facebook:

DEC Followers 1699 Reach 1.7K Engagement 807
NOV Followers 1696 Reach 1.8K Engagement 609
OCT Followers 1690 Reach 2.9K Engagement 1513
Sept Followers 1680 Reach 2.5K Engagement 463
Aug: Followers 1669 Reach 964 Engagement 149
July: Followers 1656 Reach 1.5K Engagement 949
June: Followers 1648 Reach 3211 Engagement 1513
May: Followers 1619 Reach 1288 Engagement 634
April - Followers 1611 Reach 2.3K Engagement 703
Mar - Followers 1595 Reach 2.1K Engagement 743
Feb - Followers 1590 3.9K Reach 1.2K engagement

Facebook views were up slightly last month. Larry noted that Dick Schffhausen and Angela Griffin do a good job with posting on that page. He mentioned he declined a request from another member for posting privileges.

Class 2023 Representative

Marlon Nation

There was no report; however, he stated he would like to talk with the new interns at orientation. He also indicated he would serve as a mentor.

**Chapter Advisors****John O'Connell /Jordan Kieffer**

J. O'Connell mentioned the sound system in the auditorium will be worked on next week. He announced he will conduct a water fair with third, fourth and fifth graders at Barrow Elementary in Brazoria this month.

He briefly mentioned the schedule from 1:30 p.m. - 3:30 p.m. He will also do a program at Northside Elementary on January 26.

John also noted he has a scheduled meeting in Tampa in February. It will not conflict with the Chapter meeting.

New Business**All**

The General Meeting will be held on Wednesday, January 10 at 6:00 p.m. Please send agenda items for the PowerPoint presentation to K. Pittman by Sunday evening prior to the meeting.

The next Board meeting will be held on Wednesday, February 7, at 9:00 a.m. Please send K. Pittman any agenda items by the Sunday evening prior to that date.

The General Meeting will fall on February 14th. Do we want a Valentine's "theme"? J. Salinas made such motion and M. Dufilho seconded it.

President: K. Pittman adjourned the Board Meeting at 10:59 a.m.

Respectfully submitted,

Kathy Purvis, Secretary

cc: Board Members
Crystal Andablo, AgriLIFE Secretary (Crystal.Andablo@ag.tamu.edu)



Item 1. Attendance Record 2024

Attendance 2024	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Elected Board Members													
Kathy Pittman - President	x												
Jimmy Salinas -VP	x												
Don Sabathier - Treas.	x												
Kathy Purvis - Secretary	x												
Advisors													
John O'Connell - AgriLife	x												
Jordan Kieffer - TPWD	v												
Immediate Past President													
Mickey Dufilho	x												
Appointed Board/Committee Members													
Oron Atkins - Volunteer Ops	a												
John Boettiger- Membership	a												
Kate Harris - Mentor Pgm.	x												
Marlon Nation - 2023 Intern Rep	v												
Melanie Hollenshead - Training	x												
Ruby Lewis - Outreach	x												
Larry Peterson - Communications	v												
Kristine Rivers - AT	x												
Connie Stolte - State Rep	a												
Rose Wagner, Chapter Host	v												
Guests													
Luanne Salinas	x												

Attachment 1 - Income Statement

COT MASTER NATURALIST INCOME STATEMENT for 2023													
2023													
Budget	January	February	March	April	May	June	July	August	September	October	November	December	Budget Delta
Opening Balance	\$8,205.77	\$ 9,766.12	\$10,917.11	\$11,837.74	\$11,813.72	\$12,979.06	\$12,511.57	\$12,594.54	#####	\$11,500.93	\$10,503.81		
INCOME ITEMS													
Membership Dues	2,650	820.19	981.80	699.30	75.00	49.90	48.97			24.95	24.95		2,725.06 -75.06
Interest Income	2.15	0.15	0.16	0.19	0.19	0.22	0.21	0.21	0.19	0.18	0.17		2.08 0.07
Member Donations	287.64	25.00	47.58				23.79	23.79	23.79	523.79	23.79		739.11 -451.47
Sponsor/Non-member Donations	1,000												0.00 1,000.00
Member Payments for New Shirts				75.00		273.45							348.45 -348.45
Special AT event- Non&Member fees	100				84.31	1,146.97	47.58	10.00					1,288.86 -1,188.86
Sale of extra TMN Books/Food							33.04						33.04 -33.04
Sub Total	4,040	845.34	1,029.54	774.49	108.29	1,495.64	154.52	82.97	24.00	23.98	548.92	48.91	
New Intern Class Receipts	2,250	751.00	150.20	150.20	0.00	525.00							1,576.40 673.60
INCOME TOTALS	6,290	1,596.34	1,179.74	924.69	108.29	2,020.64	154.52	82.97	24.00	23.98	548.92	48.91 0.00	5,103.56 1,186.23



Attachment 1 – Income Statement (continued)

COT MASTER NATURALIST INCOME STATEMENT for 2023

	2023														
	Budget	January	February	March	April	May	June	July	August	September	October	November	December	Totals	Budget Delta
EXPENSE ITEMS															
Approved Donations	500					150.00								150.00	350.00
Speakers Bureau														0.00	0.00
Speaker Travel Mileage/Motel/Tolls	250													0.00	250.00
Membership Director Expenses	50													0.00	50.00
Office Supplies, Postage Etc.	30						10.71			6.60				17.31	12.69
Special Annual AT Event/Fall Field Day	2,000					557.20					620.84			1,178.04	821.96
Fall Family Event	1,000													0.00	1,000.00
Member Shirt Purchases	40													0.00	40.00
Special Recognition	400													0.00	400.00
Travelers D&O Insurance Premium (Paid 3 years in 2022)														0.00	0.00
Godaddy Website maintenance	175.00													0.00	175.00
New Officer/Member Name Tags	40													0.00	40.00
State Annual Conference									800.00			501.40			
Registration & Expenses	1,600.00													1,301.40	298.60
State Meeting Sponsorship &															
Scholarships	750.00						300.00		300.00					600.00	150.00
Materials	500													0.00	500.00
EcoFund Projects														0.00	0.00
Chapter Host-Meeting/Party Supplies	500			4.06	132.31	33.95	64.41							234.73	265.27
Chapter Host- Recognition Party/Cakes	200	35.99								34.99				70.98	129.02
Sub Total	8035	35.99	0.00	4.06	132.31	741.15	375.12		1,100.00	41.59	620.84	501.40	0.00	3,552.46	4,482.54

COT MASTER NATURALIST INCOME STATEMENT for 2023

3		2023														
4		Budget	January	February	March	April	May	June	July	August	September	October	November	December	Totals	Budget Delta
14	Sub Total	8035	35.99	0.00	4.06	132.31	741.15	375.12		1,100.00	41.59	620.84	501.40	0.00	3,552.46	4,482.54
15																
16	Intern Expenses															
17	TMN Text Book Order	700										840.20			840.20	-140.20
18	Varner Hogg Fees	300													0.00	300.00
19	Ann's Monogramming - Intern Polo's	260													0.00	260.00
20	Zeiglers-Intern T-Shirts	200					114.15	114.15							228.30	-28.30
21	Intern Name Tags	60		28.75				97.75							126.50	-66.50
22	Intern Class Marketing	200													0.00	200.00
23	Intern Class - Zoom Annual fees	160										85.00			85.00	75.00
24	Intern Class Supplies	300						34.99							34.99	265.01
25	Intern Class Scholarships-2	300													0.00	300.00
26	Intern Registration Reimbursement														0.00	0.00
27	Sub Total	2480	0	28.75	0	0	114.15	246.89	0	0.00	0.00	925.20	0.00	0	1,314.99	
28																
29	EXPENSE TOTALS	10,515.00	35.99	28.75	4.06	132.31	855.30	622.01	0.00	1,100.00	41.59	1,546.04	501.40	0.00	4,867.45	
30		(4,225)												0.00		
31																
32	Ending Balance		\$ 9,766.12	10,917.11	11,837.74	11,813.72	12,979.06	12,511.57	12,594.54	11,518.54	11,500.93	10,503.81	10,051.32	10,700.59	\$10,700.59	
33																
34	COT Chapter Lifetime membership Dues \$400.00															
35	COT 2023 Annual Dues \$25.00															
36	2023 Intern Class fee: \$150.00															
37	Members attaining 4,000, 5,000 or 10,000 VT hours are exempt from dues the next calendar year															
38	Travel reimbursement: c65.5/mile															
39																